



Town of Grafton
Office of the Board of Assessors
Tammy M. Kalinowski – Principal Assessor
30 Providence Road
Grafton, MA 01519
Tel. (508) 839-5335 Ext 1165 • Fax (508) 839-4602
TTY (508) 839-1415
assessors@grafton-ma.gov

RECEIVED TOWN CLERK
GRAFTON, MA

2022 JAN 27 PM 1:55

**MINUTES
BOARD OF ASSESSORS
January 11, 2022**

1. A meeting of the Grafton Board of Assessors was held via Zoom video conference on Tuesday, January 11, 2022. Clerk Marsha Platt, Member Ken Grew and Tammy Kalinowski were in attendance.

Marsha Platt confirmed, by roll call, the presence of Board Members and Staff.

2. **CALL TO ORDER**

Clerk Marsha Platt called the meeting to order at 9:36 AM.

3. **ACTION ITEMS**

- A. **Reorganize the Board:** A motion to reorganize the Board appointing Tammy Kalinowski Chairman of the Board of Assessors was made by Ken Grew and seconded by Marsha Platt. Motion passed 3-0 by roll call vote: Tammy Kalinowski, aye, Ken Grew, aye, Marsha Platt, aye.
- B. **Approval of Minutes:** A motion to approve the minutes from November 3, 2021, November 22, 2021 and December 3, 2021 was made by Tammy Kalinowski and seconded by Marsha Platt. Motion passed 3-0 by roll call vote: Tammy Kalinowski, aye, Ken Grew, aye, Marsha Platt, aye.
- C. **FY 2022 Bills December & January:** None.
- D. **Meeting with Mary Lauria:** The Board met with Mary Lauria, Finance Director, at her request to discuss a mentor/consultant to aid Tammy in the transition to Principal Assessor. Mary explained a consultant would be a useful source to guide Tammy in performing some of the high-level work such as recap and Gateway. The Town is in the process of converting the financial database from Softright to Vadar and is looking for someone with experience with Vadar and the Assessors Vision database. Mary suggested RRG as they have experience with both databases. The Board asked if there was anyone else that could be used as a mentor/consultant. Mary will look into additional options.
- E. **Real Estate Exemptions:** A motion to deny FY 2022 real estate exemptions as presented was made by Tammy Kalinowski and seconded by Marsha Platt. Motion passed 3-0 roll call vote: Tammy Kalinowski, aye, Ken Grew, aye, Marsha Platt, aye.

A motion to approve FY 2022 real estate exemptions as presented was made by Tammy Kalinowski and seconded by Marsha Platt. Motion passed 3-0 roll call vote: Tammy Kalinowski, aye, Marsha Platt, aye, Ken Grew, aye.

- F. **FY 2022 Senior Work Off OBRA:** Tammy informed the Board that the projected OBRA amount to come out of the overlay for the Senior Work Off program previously voted on at the August 3, 2021 meeting was lower than the actual FY 2022 amount. The Board previously voted on an estimated amount of \$978.00. A motion to approve having the OBRA, in the amount of \$1,238.21, come out of the overlay was made by Tammy Kalinowski and seconded by Ken Grew. Motion passed 3-0 roll call vote: Tammy Kalinowski, aye, Ken Grew, aye, Marsha Platt, aye. The Board signed the payroll sheet showing the OBRA amounts.

4. **DISCUSSION ITEMS**

- A. **Appellate Tax Board hearing December 16, 2021:** Tammy informed the Board she attended the Appellate Tax Board (ATB) hearing for the motion for continuance via ZOOM for Ward, 3 Glenwood Lane. The ATB Commissioner understood the Town's lack of Principal Assessor and granted the request for a continuance to March 10, 2022.
- B. **One Hollywood LLC ATB Hearing:** Tammy informed the Board she has heard from Mr. Molinari regarding the rescheduling of the ATB hearing. Mr. Molinari is available the week of March 21, 2022 and March 28, 2022. Tammy will reach out to Mr. Molinari and suggest rescheduling the date to March 24, 2022 at 9:30 AM.

- C. **114 Merriam Road Apportionment:** Tammy notified the Board she had to prepare an apportionment for 114 Merriam Road for the FY 2022 actual billing for the split of 3 lots.
- D. **38 Pleasant Street:** Tammy notified the Board she received a call from an attorney regarding the property located at 38 Pleasant Street which is currently in Chapter 61A with a forestry plan. The property is being transferred from the wife to the husband. The husband intends to continue the use on the property. Tammy prepared a letter for the attorney stating that as this was a family transaction and the use is not changing the Town does not have a right of first refusal, however, the husband will need to file an Affidavit of Continued Use with the Assessors Office, will need to update the Forestry Plan in his name and we will need to send in a check for \$105.00 to record a new Chapter 61A lien in his name.
- E. **59 North Main Street:** Tammy informed the Board she received a call from an attorney for the Johnson family looking for confirmation that the property previously known as 20 High Street, renumbered to 59 North Main Street was never designated as chapter land. Tammy researched the property and found that the property was never put into a chapter designation. Tammy sent a notarized letter to the attorney confirming the above.

5. CORRESPONDENCE

- A. **70 North Street:** Tammy informed the Board she has received email correspondence from the owner of 70 North Street looking to have the property exempted from taxation. Mary Oliver had previously corresponded with the owner last year and instructed them on filing for exempt status by filing a 3ABC. No 3ABC was ever received. Tammy emailed the owner that they would need to file a 3ABC, along with a Form PC and State Form 990 by March 1, 2022.
- B. **29 High Street:** Tammy informed the Board she has received correspondence from Attorney Army, representing the Johnson Family, and notifying the town of their Intent to Sell a small piece of land containing 8,479sf from 9 Shrewsbury Street to a family member. This small piece is combined with 29 High Street. Tammy has done some research as the piece in question has not been in chapter for many years and was combined with 29 High Street in FY 2011. Tammy found an old rollback estimate but no record of payment. Tammy will do some additional research and update the Board with any additional findings.

6. ANY OTHER ITEM WHICH MAY LAWFULLY COME BEFORE THE BOARD

None.

7. MEETING DATES

Thursday, January 27, 2022, at 9:30 AM

8. EXECUTIVE SESSION

None.

9. ADJOURNMENT

A motion to adjourn the meeting at 10:28 AM was made by Tammy Kalinowski and seconded by Ken Grew. Motion passed 3-0 roll call vote: Tammy Kalinowski, aye, Ken Grew, aye, Marsha Platt, aye.

Minutes typed and recorded by:


Tammy M. Kalinowski

Approved:


Marsha Platt

EXHIBITS:

- Draft minutes November 3, 2021, 3 pages, November 22, 2021, 2 pages and December 3, 2021, 1 page.
- FY 2022 Real estate exemption applications, 13 applications.
- Payroll register for pay period December 3, 2021, 3 pages.